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**MEMORANDUM FOR RECORD**

**SFUND RECORDS CTR  
2378081**

CESPK-PM

Date: October 28, 2002

Memorandum For Record (MFR)

For: Matt Mitguard

Subject: Coordination Sheet for Project Specific Action

Reference: Continental Heat Treating, Santa Fe Springs, CA

Transmitted for your approval is the summary of the QA requirements for the Site, Continental Heat Treating, Santa Fe Springs, CA. This data is required to be definitive. The fieldwork for this project needs is scheduled for late December. Therefore the work plan and sampling plan needs to be approved by November 13 to allow for acquisition of laboratory services and field equipment. These documents require review comments to be submitted and resolved by November 27, 2002. This allows 30 days for acquisition of the Project primary and QA laboratories, and scheduling of laboratory audits (if necessary) and field audits for the sampling activities. Data validation shall be completed by January 2003. The project specific Data Quality Objectives (DQO's) are found will be included with the work plan for the sampling event. In summary primary contaminants at the site are volatile organic compounds in soil and ground water. It is anticipated that 8 ground water, 10 soils and up to 6 equipment blanks samples will be taken. The general DQO is to perform sampling to evaluate risks to human health and the environment.

We request that USACE take the lead to review and resolve comments on the SAP. USACE will coordinate laboratory services through the EPA and provide an approval letter with the final SAP for EPA review and concurrence.

Cc: M. Mitguard  
V. Fong  
J. Esparza

COORDINATION SHEET FOR: Continental Heat Treating

	EPA	USACE	Contractor
Who will write SAP/SAP Addendum?			X
Which agency will be reviewing the SAP/SAP Addendum?		X	
Which agency will coordinate and resolve SAP/SAP Addendum?		X	
Which agency will perform the lab audits?		X	
Which agency will perform the field audits? (In conjunction with the SAM)		X	
Which agency will coordinate primary analysis? (See RSCC Form)	X		
Will USACE perform QA analysis? (circle one) yes <input checked="" type="radio"/> no	----	-----	-----
Which agency will perform the primary data review and validation?		X	
Which agency will perform corrective actions? (if necessary)		X	

Approved by: Mr. M. Mitguard EPA SAM

Date: 10/2/02

Approved by: Mr. D. McMindes USACE PM

Date: 7/6/02

Approved by: Mr. J. Esparza USACE QA Officer

Date: 10/8/02

Approved by: Mr. V. Fong EPA QA Manager

Date: 9-10-02